

City of West Lafayette, Indiana
Board of Public Works and Safety
MINUTES

SEPTEMBER 7, 2010
8:30 a.m.
City Hall Council Chambers

Members present were Sana G. Booker, Bradley W. Marley, Jonathan C. Speaker, Elizabeth M. Stull, and Mayor John R. Dennis, who presided.

I. APPROVAL OF MINUTES

a. August 30, 2010, Meeting

Ms. Stull moved to accept the minutes of the August 30, 2010, Board of Works meeting. Mr. Speaker seconded the motion. The motion was adopted.

II. NEW BUSINESS

a. Service Agreement: Roeing Corporation for City Computer Services – Mayor

Mayor Dennis reported that Roeing has been selected as the City's provider of computer services. By using one company, there will be more consistency and oversight of technology throughout the City.

Ms. Booker moved that the service agreement with Roeing Corporation be approved. Mr. Speaker seconded the motion.

Mr. Marley asked how Roeing's fee compared with last year. Clerk-Treasurer Rhodes answered that, until now, budgets for hardware and software services have been budgeted separately by department. This will be no increase in the budget; it is a reprogramming of the existing budget. With overall coordination, the expectation is that there will be more effective utilization of resources.

The motion was adopted.

b. Community Development Block Grant Social Service Contracts for 2010-2011 – Development

- i. Lafayette Urban Ministry – \$7,125.00
- ii. YWCA-Domestic Violence Intervention and Prevention Program – \$3,635.00
- iii. Mid-Land Meals – Frozen Food Expansion – \$2,955.00
- iv. Food Finders Food Bank - \$4,750.00
- v. Mental Health America of Tippecanoe County – \$6,290.00
- vi. Lafayette Transitional Housing – Supportive Services – \$4,750.00; Transitional Housing – \$7,600.00
- vii. Tippecanoe County Council on Aging – Care-A-Van – \$5,700.00
- viii. Riggs Community Health Center – Health Referral Service – \$2,850.00
- ix. Tippecanoe County Child Care – \$19,000.00

Mr. Speaker moved that the CDBG Social Service Contracts for 2010-2011 be approved. Ms. Stull seconded the motion.

Director of Development Poole reported that these are the annual 2010-2011 CDBG program year. The only new agency is Mid-Land Meals for frozen food expansion. West Lafayette received 8% more CDBG funds for 2010-2011, for all CDBG-funded programs. He requested approval of these contracts.

Mayor Dennis explained that awarding the CDBG social service contracts is a process. There is a committee that evaluates each request after listening to each agency's presentation at public hearings. The process begins in February.

Mr. Marley asked if financial statements are received from each organization. Director of Development Poole said that each agency's request includes financial information. Clerk-Treasurer Rhodes added that some agencies are audited on a two-year cycle.

Mr. Speaker asked if the amounts in the contracts are considered the City's share, and whether costs are shared with the City of Lafayette. Director of Development Poole said that many agencies request funds from different sources. The contracts reflect the CDBG advisory group's recommendation. By Housing and Urban Development guidelines, only 15% of the City's CDBG allocation may be expended for social services.

Ms. Booker asked to whom questions about specific agencies should be asked. Director of Development Poole answered that the CDBG advisory group asks many questions of the agencies as a part of the review process. Once they have evaluated each request and made recommendation of the amount of each contract, it is the Board of Works' responsibility to act on the contracts.

Mayor Dennis asked the source of the funds for these contracts. Director of Development Poole answered that these are federal funds, Community Development Block Grant Funds through the Department of Housing and Urban Development.

The motion was adopted.

c. 2010-2011 CDBG Contract with New Chauncey Housing, Inc. - \$90,000 for Housing Initiatives – Development

Director of Development Poole explained that this contract is funded through the City's allocation for CDBG. New Chauncey Housing has created opportunities for home ownership for low- to moderate-income families, primarily in the New Chauncey area. The organization has, over the years, purchased 52 homes and rehabilitated them, then sold them to qualified families. This has helped to save some properties from becoming rentals, as well as bringing families to West Lafayette. This contract is different from the social service contracts, because it serves a different function.

Ms. Booker moved that the 2010-2011 CDBG contract with New Chauncey Housing be approved. Ms. Stull seconded the motion.

Ms. Booker stated that New Chauncey does beautiful work. She recently visited one of the homes at an open house.

Ms. Stull asked if there were other housing groups that operate in West Lafayette. Director of Development Poole answered that New Chauncey Housing is the only one.

Mr. Marley asked, when New Chauncey Housing sells a house, whether the City provides financing. Director of Development Poole responded that the City has provided some gap financing in the past on a forgivable basis, so that the longer a family lives in a home, the less is required to be repaid. New Chauncey Housing can do some financing itself, but typically, they simply help potential homeowners get bank loans. Mr. Marley asked, when a house is resold, whether the funds go back to New Chauncey Housing funds. Director of Development Poole answered yes. Mr. Marley asked for confirmation that New Chauncey Housing has funds that they could operate on perpetually. Mr. Poole answered they do have money. Mr. Marley asked whether the \$90,000 is in addition to their other funds. Mr. Poole answered that the \$90,000 is the annual appropriation for New Chauncey Housing. Mr. Marley asked the source of the funds. Mr. Poole responded that the funds are from federal funds, CDBG funds.

The motion was adopted.

d. Contract: Greeley and Hansen – Engineering Services Agreement – Yeager Road Sanitary Sewer Improvements Project – WWTU

Wastewater Utility Director Henderson requested Board approval for the contract with Greeley and Hansen, which will provide for sewer work for the roadwork scheduled along Yeager Road and Northwestern.

Mr. Speaker moved that the contract with Greeley and Hansen be approved. Ms. Stull seconded the motion.

Ms. Stull asked about the location of the Yeager and Northwestern project. Wastewater Utility Director Henderson answered that the work will be on the sewer in that area, that this is a roadway improvement project on Yeager.

Mr. Speaker asked City Engineer Buck when the project would begin. Mr. Buck answered that this would be a federal aid project, and land acquisition process is underway now. The utility relocation will start in 2011, then the roadway corridor right-of-way/detour will be sited before the work begins in 2011, depending on the football season and the weather. Mr. Speaker asked if the plan is that Yeager will be four lanes of traffic. Mr. Buck answered that the road will be two lanes each way, with a center turn lane.

The motion was adopted.

e. Highway Utility Agreement: INDOT – Western Sanitary Sewer Interceptor-Division IV Project with Relocation of US231 Project – WWTU

Wastewater Utility Director Henderson explained that this contract would permit the Western Sanitary Sewer Interceptor-Division IV Project to become part of the INDOT contract, which should be let in December 2010. The contract refers to the Board of Works Resolution No. BW 05-10, approved July 19, 2010, which committed \$3.9 million from the SRF Fund and the Utility Improvement Fund to pay for the work.

Ms. Stull moved that the agreement with INDOT be approved. Mr. Speaker seconded the motion. The motion was adopted.

f. Hire Request: Kimberly S. Ridge – School Crossing Guard – Police

Captain Leroux requested approval for Kimberly Ridge to be hired as a school crossing guard starting today (September 7) at Grant and Leslie at a daily rate of \$31.45.

Mr. Speaker moved that Kimberly Ridge be hired as a school crossing guard. Motion was seconded by Ms. Stull. The motion was adopted.

g. Claims

- i. AP Docket \$140,431.82
- ii. AP Docket 10,766.46
- iii. PR Docket 108,610.39

Ms. Booker moved that the claims be approved. Mr. Marley seconded the motion.

Clerk-Treasurer Rhodes requested that the Board amend the first AP Docket from \$140,431.82 to \$138,944.32, due to the Department of Development withdrawing of a claim of \$1,487.50 for Mental Health Association. The CDBG funds to pay the claim depend on a draw from HUD, and the draw is not yet completed.

Ms. Stull moved to reduce the \$140,431.82 docket to \$138,944.32. Mr. Speaker seconded the motion. The motion was approved.

Questions raised about individual claims by the Board were answered by department heads, department representatives, and Clerk-Treasurer Rhodes.

The motion was adopted.

h. Other Items

i. Wastewater Utility Director Henderson reported that the Board members probably received a letter from IDEM. The draft version of the NPDES Permit is out for public comment, one step in the reapplication process which must be followed. None of the Board members had received copies, except the Mayor. Mr. Henderson will follow up with IDEM, since he had supplied addresses and labels to that agency. He will also send electronic copies of the draft to the Board. Wastewater Utility Director Henderson said there were not a lot of changes, but mercury limits, which WWTU has been monitoring for a while, will be added. There is a three-year compliance schedule for that, with most of the effort being on source control. Since the City does not have a lot of industry, there are not many sources of mercury going in to the wastewater. Another monitoring requirement is for phosphorous, which will be added to the public education and outreach segment, dealing with impacts to the Wastewater Plant, as well as stormwater quality.

ii. Parks Superintendent Payne thanked Mayor Dennis for his work to get support for Global Fest. There was a great turnout. Mayor Dennis remarked that the weather was excellent and that the health inspector was happy.

iii. Councilor Burch mentioned that the Council would meet at 6:30 p.m. today.

III. ADJOURNMENT

There being no further business to come before the Board, Mr. Speaker moved that the meeting be adjourned, and Mayor Dennis adjourned the meeting.